

# Wireless E-911 PSAP Funding Request/Report Worksheet

PSAP: West Point 9-1-1 Communications

Period: 2003

Total Approved: \$35,490.80

Total Actual: \$35,793.49

Difference: \$ - 302.69 Payment to County

## Call Load Data:

Description	Estimated	Actual
Total telephone calls handled by the PSAP	5,239	<del>5,312</del> 7107
Total 911 calls handled by the PSAP	1,224	1,460
Total wireless 911 calls handled by the PSAP	494	335 (SEE ATTACHED)

Percentage of wireless to total calls :9.43%

Percentage of wireless to 9-1-1 calls :40.36%

~~6.32%~~ 4.71%

## Equipment used only for Wireless E-911:

Description	Estimated	Actual
Total dedicated wireless Equipment :	\$ 0.00	0.00

## Shared Equipment:

\$16,904.88 - 10.42% =

\$1,761.49

Description	Estimated	Actual
Recorder replacement	\$ 14,000.00	\$15,446.00 ✓
SERVICE ON CPE (provided by Radio Communications and Motorola, INVOICES ENCLOSED)		\$1,458.88 ✓
Total Shared Equipment for Formula:	\$ 14,000.00	\$16,904.88

Estimated:  $\frac{494}{5,239}$  or  $\frac{10.42\%}{\text{Increased to minimum percentage}}$  X \$ 14,000.00 = \$ 1,458.80

Actual:  $\frac{335}{7107}$  5% (10.42% minimum allowed) x \$16,904.88 = \$1,761.49

## Local Exchange Costs (LEC):

\$4,032.00

Description	Estimated	Actual
Four trunks monthly	\$ 4,032.00	\$4,032.00
Total LEC Costs .	\$ 4,032.00	\$4,032.00

# Wireless E-911 PSAP Funding Request/Report Worksheet

PSAP: West Point 9-1-1 Communications

Period: 2003

**Personnel Costs:**

\$30,000

Description	Estimated	Actual
Salaries and benefits	\$ 137,200.00	<u>\$159,987.34</u>
Total Shared Equipment for Formula:	\$ 137,200.00	<u>\$159,987.34</u>

Estimated:  $\frac{494}{5.239}$  or 10.42% X \$ 137,200.00 = \$ 30,000.00  
Increased to minimum percentage Increased to minimum amount

Actual:  $\frac{3350}{7107}$  5% (10.42% minimum allowed) x \$159,987.34 = \$16,670.68  
(increased to minimum amount of \$30,000)

**Adjustments:**

Description	Estimated	Actual
Total of adjustments:		

I certify on behalf of the West Point 9-1-1 Communications that all funds were used consistent with the information provided to the Board in this report.

EMERGENCY COMMUNICATIONS MANAGER

Kimberly J. [Signature]

Name and Title

Date



## **EXPLANATION OF CALL COUNTS**

West Point dispatchers manually logged each call that came into the PSAP for 30 days. After tabulations, an average of nineteen (19) administrative calls and an average of four (4) wireline 911 calls were received in the PSAP per day.

**TOTAL AMOUNT OF CALLS: 7,107**

**TOTAL WIRELESS 911 CALLS: 335**

139 actual wireless calls were received in the PSAP from date of compliancy (December 20, 2002) to July 1, 2003. An average of 28 wireless calls per day was calculated for the six months prior to compliancy based on actual calls received.

**TOTAL WIRELINE 911 CALLS: 1,460**

**TOTAL ADMINISTRATIVE CALLS: 5312**

**TOTAL CALLS RECEIVED IN PSAP: 7107**

# Dictaphone

SUSAN ZIMMERMAN EXT 58470

BP #

No. 2- 513177 3

Sold To BP:

TOWN OF WEST POINT

329 6TH STREET

WEST POINT, VA 23181

Scan Order Number

SIC Code:

Ship To BP:

SAME AS ABOVE

Order Date

8/30/02

Delivery Date

CR-3190

Order Location:

Corresponding Team Location

Credit Card #

Exp Date

Approval #

Customer PO#

Contact E-mail address:

ksirman@west-point.va.us

KIM SIRMAN

(804) 843-2670

Contact Name and Telephone number

**Rep Information**

8330

ASM

Split %

ISR

Split - Rep(s)

Split %

Split - Location(s)

☒ Regular / Ground  
☐ Second Day Air  
☐ Priority Air / Next Day

Shipping Priority

District Service Manager Configuration and/or APP Discount  
Approval Signature**Product**

Line number	Quantity Shipped	Quantity Ordered	Model Number	Equipment Description	Unit Price	Promo Discount	Net Equipment Price
10		1	1GA000	FREEDOM RECORDER	\$ 6,295.00		\$6,295.00
20		3	425133	COMPRESSION MODULE	\$ 1,665.00		\$5,005.00
30		3	425357	ANALOG COUPLER BOARD	\$ 1,495.00		\$4,485.00
40		1	FREPAK	FREEDOM SYSTEM SOFTWARE PACK	\$ 3,105.00		\$3,105.00
50							
60		1	428034	PACK of 10 9.4GB DVD MEDIA	\$ 350.00		\$350.00
70		1	FW5DK-X2D	KIT - TWO DVD DRIVES	\$ 1,475.00		\$1,475.00
80		1	428742	3COM 5 PORT HUB	\$ 110.00		\$110.00
90		1	CR5T0D	FREEDOM COMPUTER-BASED TRAINING PROGRAM	\$ 495.00		\$495.00
100		1	FRECHK	ADDING CALL CHECK CAPABILITY TO EXISTING RECS	995.00		\$995.00
110							
120							
130							
140				SMACKDOWN 11 PROMO			
150							
160							
170				PRICING INCLUDES A ONE YEAR WARRANTY			
180							
190							
200							
210							
220							
230							

Gross Product Price \$ 23,095.00  
Less Net000 Amount Percentage (\$10,129.00)

TOTAL EQUIPMENT PRICE \$ 12,966.00  
Shipping \$ 50.00

Sales Tax will be applied as applicable

**SERVICES**

Service	Length of Contract	Hours of Coverage (8 x 5 or 24 x 7)	Contract Amount
Assured Protection Plan (APP) including SMA	1 YEAR	8 x 5	\$ 1,398.00
Installation			\$ 1,041.00
Training (# of Days)			\$ -
TOTAL SERVICES			\$ 2,439.00

GRAND TOTAL (EQUIPMENT + SERVICES + SHIPPING) \$ 15,446.00

**Deposit Information**

33% Deposit due on orders >\$50,000.00 Customer Initials ( )  
Payment Received with Order\* Check # Date Amount  
Balance Due \$ 15,446.00  
Deposit of 33% required for purchases of \$50,000.00 or more



# INVOICE

1282 MOUNTAIN ROAD  
GLEN ALLEN, VA 23060-4095  
(804) 266-8999 FAX (804) 262-6846

BILL TO: Town Of West Point  
P O Box 152  
West Point VA 23181-

SHIP TO:

INVOICE		ORDER		CUSTOMER	CUSTOMER P.O. NUMBER	TERMS	SALESPERSON
NUMBER	DATE	NUMBER	DATE	NUMBER			
324707	03/21/03	324357		43366	5897	Net 30 days	571

UNITS	U/M	ITEM / DESCRIPTION	DISC	UNIT PRICE	AMOUNT
		MOTOROLA CASE #10277342 911 TRUNK FAILURE. CAN REC ONLY ONE 911 CALL AT A TIME. TESTED, FND ALL 7 TRUNKS WORKING PROPERLY. PROBLEM EXISTS WITH VERIZON. REPLACED BATTERY ON PROC CARD.			
		S/O:57100181801 Date:03/21/03 Tech:RRM Ricky Martin			
3	Hrs	571-FLDLBR Technician Field Services		84.000	252.00
1	Hrs	571-TRAVHR Technician Travel		29.500	29.50
1	EA	571-MSCPTS BATTERY FOR PROC CARD		20.880	20.88
		Subtotal			302.38
		Total Due			302.38

**MOTOROLA**  
Authorized Two-Way  
Radio Dealer



# INVOICE

1282 MOUNTAIN ROAD  
GLEN ALLEN, VA 23060-4095  
(804) 266-8999 FAX (804) 262-6846

BILL TO: Town Of West Point  
P O Box 152  
West Point VA 23181-

SHIP TO:

INVOICE		ORDER		CUSTOMER	CUSTOMER P.O. NUMBER	TERMS	SALESPERSON
NUMBER	DATE	NUMBER	DATE	NUMBER			
324702	03/21/03	324350		43366	5897	Net 30 days	571

UNITS	U/M	ITEM / DESCRIPTION	DISC	UNIT PRICE	AMOUNT
		FT CKD SYSTEM, FND ALL 911 DID CARDS OPERATING PROPERLY. WORKED WITH PHONE TECH (VERIZON). FND DEF TRUNKS. CUSTOMER IS AWARE OF PROBLEM.			
		S/O:57100181894 Date:03/21/03 Tech:RRM Ricky Martin			
3	Hrs	571-FLDLBR Technician Field Services		84.000	252.00
1	Hrs	571-TRAVHR Technician Travel		29.500	29.50
		Subtotal			281.50
		Total Due			281.50

**MOTOROLA**  
Authorized Two-Way  
Radio Dealer



**MOTOROLA**

**Communications Enterprise**

PO BOX 905311 CHARLOTTE, NC 28290-5311

Visit our web site at: [www.motorola.com](http://www.motorola.com)

**INVOICE**

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TOTAL INVOICE AMOUNT:	\$375.00
MOTOROLA INVOICE NUMBER:	W0547576
INVOICE DATE:	03/28/2003
PAYMENT DUE:	UPON RECEIPT
CUSTOMER ACCOUNT NUMBER:	1011006881 0002
PURCHASE ORDER DATE:	
YOUR PURCHASE ORDER NUMBER:	5895

BILL TO WEST POINT , TOWN OF  
ATTN ACCOUNTS PAYABLE  
P O BOX 152  
WEST POINT, VA 23181

For questions concerning this Invoice please contact  
Motorola at: 1-800-247-2346

00207-00105-00104

Payment Terms: DUE ON RECEIPT

Motorola Federal Tax Id: 36-1115800

**Invoice Detail**

Please see reverse side for additional information.

Description	Amount
BILLING FOR : LABOR AND MATERIAL PROVIDED BY MOTOROLA - TECHNICAL SUPPORT OPERATIONS (D0068) SERVICE TICKET REFERENCE: P80206699-1-1 MOTOROLA CONTRACT NUMBER: NONE MODEL #: CONSULTING SERIAL #: NONE	
LABOR	375.00
DESCRIPTION OF WORK: BILLING 1.5 HOURS OF TECHNICAL CONSULTING FOR CASE 10267333. END USER: TOWN OF WEST POINT, SYSID: E911162 P.O.: 5895, CALLER: KIM SIRMAN PROBLEM: SITE NOT RECEIVING 911 CALLS. NO DIAL TONE.	
SUBTOTAL ( Request# 1883841 )	375.00

(Continued on Next Page)

Detach here and return bottom portion with your payment.

INVOICE NUMBER CUSTOMER ACCOUNT NUMBER PAYMENT DUE

1011006881 0002

Please put your Invoice Number and your Customer Account Number  
on your check for prompt processing.

WEST POINT , TOWN OF  
ATTN ACCOUNTS PAYABLE  
P O BOX 152  
WEST POINT, VA 23181

**Payment Coupon**

Invoice Total	Amount Paid
\$375.00	

Send Payment To:



**MOTOROLA**

PO BOX 905311  
CHARLOTTE, NC 28290-5311

3300050407050706 1011006881 0002 0000 032803 0000037500 02



**MOTOROLA**

**Communications Enterprise**

PO BOX 905311 CHARLOTTE, NC 28290-5311

Visit our web site at: [www.motorola.com](http://www.motorola.com)

**INVOICE**

Page 1 of 2

TOTAL INVOICE AMOUNT:	\$500.00
MOTOROLA INVOICE NUMBER:	W0498598
INVOICE DATE:	11/22/2002
PAYMENT DUE:	UPON RECEIPT
CUSTOMER ACCOUNT NUMBER:	1011006881 0002
PURCHASE ORDER DATE:	
YOUR PURCHASE ORDER NUMBER:	5879

BILL TO WEST POINT , TOWN OF  
ATTN ACCOUNTS PAYABLE  
P O BOX 152  
WEST POINT, VA 23181

For questions concerning this Invoice please contact  
Motorola at: 1-800-247-2346

00223-00113-00112

Payment Terms: DUE ON RECEIPT

Motorola Federal Tax Id: 36-1115800

**Invoice Detail**

Please see reverse side for additional information.

Description	Amount
BILLING FOR : LABOR AND MATERIAL PROVIDED BY MOTOROLA - TECHNICAL SUPPORT OPERATIONS (D0068)	
SERVICE TICKET REFERENCE: P80189616-1-1	
MOTOROLA CONTRACT NUMBER: NONE	
MODEL #: CONSULTING	
SERIAL #: NONE	
MISCELLANEOUS	500.00
DESCRIPTION OF WORK: BILLING 2.0 HOURS OF TECHNICAL CONSULTING FOR CASE 10217702. END USER: TOWN OF WEST POINT, SYSID: E911162 CALLER: RICKY MARTIN, P.O.#: 5879 PROBLEM: TRUNK D1007 STILL NOT RINGING INTO THE PSAP.	
SUBTOTAL ( Request# 1729270 )	500.00

(Continued on Next Page)

----- Detach here and return bottom portion with your payment. -----

INVOICE NUMBER	CUSTOMER ACCOUNT NUMBER	PAYMENT DUE
W0498598	1011006881 0002	UPON RECEIPT

Please put your Invoice Number and your Customer Account Number  
on your check for prompt processing.

WEST POINT , TOWN OF  
ATTN ACCOUNTS PAYABLE  
P O BOX 152  
WEST POINT, VA 23181

**Payment Coupon**

Invoice Total	Amount Paid
\$500.00	

Send Payment To:



**MOTOROLA**

PO BOX 905311  
CHARLOTTE, NC 28290-5311

3300040908050908 1011006881 0002 0000 112202 0000050000 05





## How Your Charges are Billed

Your telephone bill includes two types of service charges:

- 1. Regulated Service Charges** - Charges for local telephone service, dial tone line, associated services and installation charges that are regulated by the State Corporation Commission. Your bill will always include some regulated service charges, even if you do not use your phone.
- 2. Non-Regulated Charges** - Charges for toll services, Directory Advertising and other services not regulated by the State Corporation Commission.  
Toll Charges - Charges for both regional and long distance toll calls  
Directory Advertising (DA) - Charges for advertising in the Verizon Directory.

	Past Due Balances	Current Charges	Totals
<b>Regulated</b>	.00 *	336.00	336.00
<b>Non-Regulated</b>			
Other	.00	.00	.00
Toll Charges	.00	.00	.00
DA Charges	.00	.00	.00
<b>Totals</b>	<b>\$ .00</b>	<b>\$336.00</b>	<b>\$336.00</b>

\* Failure to pay Regulated Service charges could result in the discontinuance of your service.

The following pages provide billing detail for the charges listed.  
If you have any questions or complaints, call us using the telephone  
number found at the top of the Verizon pages of your bill.

336  
x 12 me  
4032

Council Members:  
DEBORAH BALL  
ROBERT F. "DICK" BRAKE  
CHARLES D. GORDON  
JAMES H. HUDSON, III  
OLEN SIKES  
WILLIAM J. SIRMAN



ANDREW J. CONKLIN  
Mayor  
TINA S. GULLEY  
Vice Mayor  
ANTHONY J. ROMANELLO  
Town Manager

## TOWN OF WEST POINT

August 27, 2003

N. Jerry Simonoff, Chairman  
Richmond Plaza Building, Suite 135  
110 South Seventh Street  
Richmond, Virginia 23219-3931

Virginia Information  
Technologies Agency

SEP 02 2003

Dear Mr. Simonoff:

Please find enclosed the completed Wireless True-Up form and supporting documents for West Point Emergency Communications for FY 2003. We are now Wireless Phase I compliant and have been since December 2002. We are in the beginning stages for implementing Wireless Phase II. Our target date for Wireless Phase II is September 2004.

We feel that we have included all documentation necessary for our 2003 True-Up, but, should you have any questions regarding any information we have provided, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly Sirman".

Kimberly Sirman  
Emergency Communications Manager

WEST POINT EMERGENCY COMMUNICATIONS/DISPATCH  
WAGE & BENEFIT REPORT FOR

FY2002-2003

07/01/2002-6/30/2003

NAME & POSITION

STATUS	CHANGE	DATE	WAGES	HEALTH/DENTAL	VRS RET	VRS LIFE	LEAVE \$	TOTAL
active	\$	29,283.76	\$ 2,840.24	\$ 3,727.52	\$ 3,522.03	\$ 39,373.55		
active	\$	24,240.42	\$ 2,840.24	\$ 3,021.83	\$ 3,451.70	\$ 33,554.19		
inactive	\$	15,667.50	\$ 2,075.56	\$ 1,989.77	\$ -	\$ 19,732.83		
active	\$	24,687.11	\$ 2,953.44	\$ 2,996.76	\$ 2,731.78	\$ 33,369.09		
active	\$	22,226.71	\$ 3,576.04	\$ 2,678.27	\$ 3,052.73	\$ 31,533.75		
new hire	\$	796.00	\$ -	\$ -	\$ -	\$ 796.00		
inactive	\$	1,388.24	\$ 239.69	\$ -	\$ -	\$ 1,627.93		
	\$	118,289.74	\$ 14,525.21	\$ 14,414.15	\$ 12,758.24	\$ 159,987.34		